

U. S. Coast Guard
Pay & Personnel Center (PPC)
Global Payroll
Payslip Remarks Maintenance

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REMARKS MAINTENANCE

OVERVIEW

USCG Pay and Personnel Center utilizes payslip remarks as a means to communicate organizational, pay, and hr-related information to members.

Remarks will be utilized several different ways. Certain remarks will automatically generate on a member's payslip depending on certain conditions met by the member's data in Global Payroll.

Other remarks can be broadcast across the organization to all members, or broadcast to a targeted audience either by payroll calendar (differentiating between USCG, NOAA, and/or PHS), or by group list, where PPC can define the list of members that will receive a certain remark.

MAINTAINING REMARKS TEXT AND ELIGIBILITY RULES

Text for various payslip remarks, as well as other features, is defined using a page in PeopleSoft. This setup will be maintained directly in production without requiring a migration for changes to become active.

Navigation Global Payroll and Absence Management > USCG Payroll Processes > AD
Payslip Configuration > Define AD Payslip Remarks

Shortcut Payslip Processing Shortcuts > Active Duty Payslip Remarks

Message Definition | Message Logic

Define AD Payslip Messages

Message Number: 17 ¹

Scroll Area Find | View All First 1 of 1 Last

Effective Date: 01/01/2004 ²

*Description: PAY / LEAVE SUSPENDED ³ Short Description: PAY / LEAV ⁶

*Status: Active ⁴ *Priority: 999 ⁷

Group List: ⁵ Include For Newly Accessed ⁸

-- PAYLEAVE SUSPENDED AS OF :1 DUE TO :2 STATUS. ⁹

10 Calendar ID Description

1

Updated on: 09/08/2014 3:31:38PM Last Update User ID: AONEIL

Field #	Field Name	Explanation
1.	Sequence Nbr	Unique identifier for remark
2.	Description	Description is for internal PPC use, this does not display on the payslip.
3.	Effective Date	Remarks can be effective dated, payslip will pick up effective dated version, maximum effective dated row less than or equal to the period end date of the pay period for which payslips are being run.
4.	Status	A/I, if Inactive, remark will not be included in any future payslip runs
5.	Group List	A group list can be created for remarks that should target small to intermediate member populations. If group list is not specified, the calendar and/or the remark logic will determine which members receive the remark.
6.	Short Description	Short description is for internal PPC use only, this does not display on the payslip.
7.	Priority	Remarks currently set to 999. If priority value is the same between remarks, remark number will determine which remark displays first.
8.	Include for Newly Accessed	Certain remarks, such as address change, will display for a new hire even though it is not appropriate for a member's first payslip. Unchecking this box will prevent a remark for display for a newly accessed member within the period.
9.	Remark	This field contains all remark content. A remark can dynamically display information using programming logic that pulls data from global payroll. If a remark requires dynamic data values, a peoplecode program will be specified on the Remark Logic tab and will require work from a developer. Remarks that do not include dynamic data elements can be created and maintained by PPC, with PPC specifying either group list or calendar group logic to determine who and when the remark is displayed. Note 1: all verbiage for remarks is currently in all capital letters Note 2: all remarks are prefixed with "--" so that it is clear where one

Field #	Field Name	Explanation
		remark begins and another ends in the event a payslip has multiple remarks.
10.	Calendars	List of calendars that the payslip process can use to determine when a remark should display. This is particularly useful for broadcast remark that display based on a specific date. For example, the remark pertaining to the coast guard birthday in July would be configured with July active duty coast guard calendars. In addition to the current year, calendars for future years can be scheduled as long as the calendar has been created.

ELIGIBILITY RULES BY PROGRAMMED LOGIC

Message Definition | Message Logic

Define AD Payslip Messages

Message Number: 5

Scroll Area Find | View All | First | 1 of 1 | Last

Effective Date:	01/01/2004
Package:	<input type="text" value="CG_AD_PSLP"/> 1
Class Path	<input type="text" value="Messages"/> 2
Method:	<input type="text" value="FedTaxChange"/> 3

The second page in the component contains fields to associate a PeopleCode program with the remark. This method for determining whether a remark should display will be used when the rules for determining whether or not a remark should display are more complex than a date period or targeted for specific members.

**** Only developers will use this page.**

Field #	Field Name	Explanation
1.	Package	Application Package
2.	Class Path	Application Class
3.	Method	Method for determining if remark is appropriate for member